

*Airport Commission*

## **CITY OF SANTA BARBARA**

*Airport Staff*

Karen Kahn, Chair  
Bruce Miller, Vice-Chair

### **AIRPORT COMMISSION**

Karen Ramsdell  
*Airport Director*  
Hazel Johns  
*Assistant Airport Director*

John Clark  
Patricia Griffin  
Dolores Johnson  
Kirk A. Martin  
Scott Tracy

**November 18, 2009**

### **AGENDA**

Tracy Lincoln  
*Airport Operations Manager*  
Rebecca Fribley  
*Sr. Property Management Specialist*  
Mabel Shatavsky  
*Airport Commission Secretary*

*Santa Barbara City Council Liaison*  
Councilmember Grant House



*City of Goleta Liaison*  
Councilmember Ed Easton

**ORDER OF BUSINESS:** The regular Airport Commission meeting begins at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**PUBLIC COMMENT:** At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total time for public comment is fifteen (15) minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.

**REQUEST TO SPEAK:** A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

**REPORTS:** Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

**CELLULAR PHONES AND PAGERS:** Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **CHANGES TO THE AGENDA**

#### **PUBLIC COMMENT**

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total time for public comment is fifteen (15) minutes.

## **NOTICES**

2. That the General Aviation Sub Committee met on Monday, October 5, at 1:00 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Lease Review Sub Committee met on Thursday, October 8, at 11:00 am in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That the regular Airport Commission meeting scheduled for October 21 was cancelled.
5. That the Lease Review Sub Committee meeting scheduled for Thursday, November 12 was cancelled.
6. That the Budget Sub Committee met on Thursday, November 12, at 2:00 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
7. That on Thursday, November 12 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

## **CONSENT CALENDAR**

8. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, September 16, 2009.

9. SUBJECT: LEASE AGREEMENT – R2SONIC, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with R2Sonic, LLC, a California Limited Liability Company, for 2,180 square feet of Building 312 at 1503 Cecil Cook Place, at the Santa Barbara Airport, effective November 1, 2009, for a monthly rental of \$3,182, exclusive of utilities.

10. SUBJECT: LEASE AGREEMENT – MCINTOSH & RISCHAR, DBA ARROW CAMPERSHELL

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with McIntosh and Rishcar, a General Partnership, dba Arrow Campershell, for 2,922 square feet of Building 116 and 5,398 square feet of adjacent paved land, at 6190 Hollister Avenue, at the Santa Barbara Airport, effective October 1, 2009, for a monthly rental of \$4,080, exclusive of utilities.

11. SUBJECT: LEASE AMENDMENT AGREEMENT – SIEMPRE MANANA, INC.,  
DBA SERVICE MASTER COMMERCIAL BUILDING MAINTENANCE

That Commission approve and authorize the Airport Director to execute an amendment to Lease Agreement No. 200628 with Siempre Manana, Inc., a California Corporation, dba Service Master Commercial Building Maintenance, amending the "Premises", "Use", and "Rental" provisions to remove 1,600 square feet of paved land, at 100-A Clyde Adams Road, at the Santa Barbara Airport, effective November 1, 2009, for a new monthly rental of \$3,817, exclusive of utilities.

12. SUBJECT: OCTOBER & NOVEMBER 2009 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Reports.

### **LIAISON REPORTS**

### **ADMINISTRATIVE REPORTS**

13. SUBJECT: T-HANGAR LOTTERY

RECOMMENDATION: That Airport Commission conduct a lottery to replenish the Airport T-Hangar Waiting List.

14. SUBJECT: AMENDMENTS TO THE T-HANGAR RULES AND REGULATIONS AND T-HANGAR WAITING LIST POLICY AND PROCEDURES

RECOMMENDATION: That Commission approve the amendments, as shown on Exhibits A and B, to the: 1) T-Hangar Rules and Regulations; and 2) T-Hangar Waiting List Policy and Procedures.

15. SUBJECT: GENERAL AVIATION LANDING FEES

RECOMMEDATION: That Commission approve and authorize the Airport Director to impose a landing fee for all Federal Aviation Regulations (FAR) Part 135 operations and all transient (non-based aircraft, which shall be defined as all aircraft not listed on the annual Santa Barbara County Unsecured Property Assessment and Taxation System California, Department of Aeronautics Report of Aircraft) aircraft weighing over 10,000 pounds of gross landed weight, to assist in recovery of expenses related to the operation and maintenance of the airfield.

16. SUBJECT: AIRPORT RENTAL ADJUSTMENTS

RECOMMENDATION: That Airport Commission authorize the Airport Director to waive annual CPI increases for month-to-month tenants for the period beginning September 1, 2009 and ending August 31, 2010.

17. SUBJECT: CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2011-2016

RECOMMENDATION: That Airport Commission review the proposed Airport Department Capital Improvement Program Fiscal Years 2011-2016 and forward recommendations to City Council.

**DIRECTOR'S REPORT**

18. A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
- B. Programs
1. Air Service
  2. Communications Program
  3. Airport Noise Abatement Program
  4. Property Management
- C. Capital Projects
1. Airport Terminal Improvement Project
  2. Airfield Safety Projects Wetland Mitigation Plan
  3. Goleta Slough Tidal Circulation Demonstration Project
  4. Consolidated Rental Car Quick Turn Around Facility

**ADJOURNMENT**